

Municipality/Organization: Town of North Attleborough

EPA NPDES Permit Number: MAR041142

MADEP Transmittal Number: W-041030

Annual Report Number

& Reporting Period: No. 4: May 1, 2006 to April 30, 2007

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Robert McGhee


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Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature: 

Printed Name: Mr. William A. Moffitt

Title: Chairman, Board of Selectmen

Date: 4/30/07

Part II. Self-Assessment

The Town of North Attleborough has completed the required assessment and determined that our municipality is in compliance with permit conditions. The Town enlisted the services of an environmental consultant to review the progress of the SWMP and assist with the preparation of this annual report.

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4	Planned Activities – Permit Year 5
1-1 Revised	Stormwater flyer to community residents	Board of Public Works Board of Public Works (BPW), Planning Board (PB), Conservation Commission (CC), ZBA	Distribute to at least 75% of residents.	Consistent with Permit Year 3, flyers were placed on display and made available to residents at the Town Hall, Library, Water Department, and the DPW office.	Continue displaying flyers at public places.
1-2 Revised	Stormwater lesson plan for fifth grade students	Board of Public Works BPW, PB, CC, ZBA	Lesson plan taught at one or more grade 5 classes.	No significant progress has occurred on this task during this permit year. A major turnover in Town Staff occurred this year, including 3 members of the Stormwater Committee. These members were heading up some of the public education and involvement BMPs and hiring to fill these positions has been delayed.	Designate a program coordinator once the Stormwater Committee is better staffed and continue working with the school to develop a stormwater lesson plan.
1-3 Revised	Stormwater flyer to community businesses	Board of Public Works BPW, PB, CC, ZBA	Distribute to a minimum of 50% of businesses with storm water logo displayed by half of the businesses receiving the flyer.	No significant progress has occurred on this task during this permit year. This task has been delayed due to Town Staff turnover, as discussed above (reference BMP 1-2).	Identify a task manager to distribute stormwater flyers to businesses using the existing SuAsCo materials, once the Stormwater Committee is better staffed.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4	Planned Activities – Permit Year 5
1-4	Storm water media campaign	Board of Public Works	Four press releases generated and issued to local media.	No significant progress has occurred on this task during this permit year. This task has been delayed due to Town Staff turnover, as discussed above (reference BMP 1-2).	Once the Stormwater Committee is better staffed, identify a task manager to generate press releases and send to local media outlets using the “Stormwater Matters” power point presentation and media tool kit from SuAsCo.
Revised		BPW, PB, CC, ZBA			
1-5	Stormwater video	Board of Public Works	Show a stormwater video at least one public meeting & show stormwater video at least once on local cable channel.	NOI specified to begin this BMP in Permit Year 5.	A stormwater video will be obtained by Fall 2007 and played at a public meeting, as well as on the local cable.
Revised		BPW, PB, CC, ZBA			

1a. Additions.

1-6	Community participation/Household hazardous waste collection	Board of Public Works	Annual Hazardous waste day (depends on funding).	Two Hazardous Waste Collection Events were held in September 2006 and in April 2007. The events were advertised in the local paper and on the Town cable channel.	Continue advertising and hold at least one Hazardous Waste Collection Event.
Revised		BPW, PB, CC, ZBA			
1-7	Community yard waste composting	Board of Public Works	Volume of yard waste composted.	1,400 cubic yards of yard waste was accepted from residents for composting. The composting service was advertised in the local paper and on the Town website.	Continue accepting, composting and tracking the volume of yard waste. Continue to advertise the program through press releases and local cable.
Revised		BPW, PB, CC, ZBA			

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4	Planned Activities – Permit Year 5
2-1 Revised	Form a stormwater Committee	Board of Public Works BPW, PB, CC, ZBA	Establish committee and meet quarterly.	The committee met four times during the permit year and the progress of the SWMP was evaluated. A major turnover in Town Staff occurred this year, including 3 members of the Stormwater Committee. The Town began reforming the Committee.	Finalize the Stormwater Committee as staff positions are filled and bring new members up to speed with the SWMP and upcoming activities. Continue holding Committee meetings and evaluate the progress of the SWMP.
2-2 Revised	Community Hotline	Board of Public Works BPW, PB, CC, ZBA	Hotline established, record of calls and problems remedied.	The Town received 42 calls related to stormwater and all issues were addressed. Most calls were related to flooding or drainage system repairs. Calls were tracked using Cartegraph Call Link software.	Continue logging calls to address stormwater issues.
2-3 Revised	Stormwater traveling display	Board of Public Works BPW, PB, CC, ZBA	Display circulated for at least 3 months and to at a least 3 public places.	Circulation of the display was not scheduled for Permit Year 4, but the display was maintained at the Water Treatment Plant.	Continue to post the display at the Water Treatment Plant.
2-4 Revised	Stormwater poster contest for fifth grade students	Board of Public Works BPW, PB, CC, ZBA	Contest held, entries received, judged & displayed.	This activity was completed in Permit Year 3.	No further action is planned at this time.
2-5 Revised	Stormwater photo contest for high school students	Board of Public Works BPW, PB, CC, ZBA	Contest held, entries received, judged & displayed.	No significant progress has occurred on this task during this permit year. This task has been delayed due to Town Staff turnover, as discussed above (reference BMP 1-2).	Once the Stormwater Committee is better staffed, identify a task manager to coordinate with the high school to hold a stormwater photo contest. Post the winning entry in public facilities and on the Town web site.
2-6 Revised	Hold a local multi-community stormwater summit special event and advertise	Board of Public Works BPW, PB, CC, ZBA	Summit held, attendance records, agenda and resulting action items.	No significant progress has occurred on this task during this permit year. This task has been delayed due to Town Staff turnover, as discussed above (reference BMP 1-2).	Once the Stormwater Committee is better staffed, identify a task manager to evaluate resources to conduct a local stormwater event.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4	Planned Activities – Permit Year 5
2-7	Participate in SuAsCo stormwater super summit & evaluate public awareness of stormwater	Board of Public Works	Participate; distribute stormwater self-test to 75% of town residents, compile and consider test results.	NOI specified to begin this BMP in Permit Year 5.	Once the Stormwater Committee is better staffed, identify a task manager to coordinate with SuAsCo and evaluate resources to conduct a stormwater super summit or other public involvement activity.
Revised		BPW, PB, CC, ZBA			

2a. Addition.

2-8	Stream Cleanup Activities Along the Ten Mile River	Board of Public Works	Amount of trash/debris removed.	Cleanup activities for the Ten Mile River from Whittings Pond to Falls Pond were limited to removal of debris related to storm events. Town resources were dedicated to other stormwater flooding problems throughout the year. A status report was completed in Permit Year 3 to outline the cleanup plan.	Review the cleanup plan and evaluating resources to conduct activities such as repair of walls, sediment removal and the development of an annual maintenance plan. Continue with stream cleanup activities and update residents with the progress of the project. Consider an annual river cleanup event to maintain the restored areas with community participation once the annual maintenance plan is developed.
Revised		BPW, PB, CC, ZBA			

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4	Planned Activities – Permit Year 5
3-1	Illicit discharge bylaw	Planning Board, Conservation Commission, ZBA, Board of Public Works	Present bylaw to Town Meeting in year 3.	Draft proposed amendments to the Town's Sewer Use Regulations to meet the Phase II requirements for illicit prohibition. The draft proposed amendments were submitted to the BPW and Town Counsel for review.	Finalize and adopt the proposed amendments to the Sewer Use Regulations.
Revised					

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4	Planned Activities – Permit Year 5
3-2	System mapping development	Board of Public Works	Locate all discharges, complete system map & databases, and add soil and land use data to base maps.	The drainage mapping database was updated with ongoing inspection results related to drainage structure maintenance (e.g., catch basin, manhole & pipe conditions). Follow-up mapping continued to address data gaps.	Update database once Spring 2007 data is available and evaluate maintenance requirements (see BMPs 6-1 & 6-2). Continue updating map as new drainage system information becomes available.
Revised					
3-3	Inspect & sample town drainage system discharges	Board of Public Works	Inspect all discharges, sample and test flows that indicate an illicit discharge may be present.	Routine outfall inspections were completed for maintenance purposes, but no specific outfall screening and/or testing for illicit discharges occurred.	GPS equipment and outfall inspections training for Public Works employees is scheduled for May 2007. Dry weather outfall inspections and flow sampling will begin, as weather permits, until all outfalls have been properly screened. Outfalls will be sampled as budget is available.
Revised			Train Public Works employees to inspect outfalls.		
3-4	Illegal dumping education	Board of Public Works	# of illegal dumps reported, # of penalties, # of rewards to citizens who reported, # of dumps cleaned.	The Town did not receive any calls regarding illegal dumping.	Continue logging calls to address illegal dumping and stormwater issues as they arise.
Revised					
3-5	Septic system controls	Board of Health	# and location of systems, # inspected regularly, # of people trained to inspect, # of failed systems.	Septic system maintenance was mandated in permit year 1. The Board of Health inspected several septic systems; however the Health Agent left and the position was filled in March 2007; therefore the inspection data collected has not been evaluated.	Once the Board of Health is adequately staffed, begin evaluating the location, age and condition of septic systems to track water quality concerns and progress.
Revised					

3a. No additions at this time.

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4	Planned Activities – Permit Year 5
4-1	Soil and erosion control bylaw	Planning Board, Conservation Commission, ZBA, Board of Public Works	Present bylaw to Town Meeting in year 3.	A draft Stormwater Bylaw and Regulations were created to meet the Phase II requirements. The draft bylaw was presented to the Board of Selectmen on March 14, 2007 to receive input.	A final meeting and public input hearing will be held with the Bylaw Study Committee to finalize the bylaw. Present the bylaw at the Fall 2007 Town Meeting. Update the Stormwater Regulations as appropriate to accompany the finalized bylaw.
Revised			Bylaw to Town Meeting in year 5.		
4-2	Construction Inspections	Planning Board, Conservation Commission, Zoning Board of Appeals, Board of Public Works	Frequent inspections and # of inadequate sites/plans reported.	The Conservation Commission conducted approximately 95 erosion control inspections that resulted in 15 enforcement actions. A consultant was engaged to do subdivision inspections for permit compliance.	Continue tracking & inspecting construction sites.
Revised					

4a. Addition.

4-3	Establish a Procedure for the Receipt of Information Submitted by the Public	Board of Public Works	# of issues reported, record of enforcement actions	The DPW did not receive any calls regarding construction sites; however, the Conservation Commission conducted numerous site inspections to address construction site erosion issues (refer to BMP 4-2). Calls were tracked using Cartegraph Call Link software.	Continue logging calls to address construction site erosion issues.
Revised					

5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
5-1	Bylaw for post construction runoff	Planning Board, Conservation Commission, ZBA, Board of Public Works	Present bylaw to Town Meeting in year 3.	A draft Stormwater Bylaw and Regulations were created to meet the Phase II requirements. The draft bylaw was presented to the Board of Selectmen on March 14, 2007 to receive input. The Town continues to review subdivision plans for the most appropriate stormwater BMPs that will be protective of water quality.	A final meeting and public input hearing will be held with the Bylaw Study Committee to finalize the bylaw. Present the bylaw at the Fall 2007 Town Meeting. Update the Stormwater Regulations as appropriate to accompany the finalized bylaw.
Revised			Bylaw to Town Meeting in year 4.		
5-2	Inspect all Town maintained structural BMPs. Document problems	Board of Public Works	Inspect all structural BMPs annually, # of problems identified and remedied, changes in water quality.	Town owned/operated BMPs were inspected and findings recorded. Appropriate maintenance schedules were established based on findings and data was recorded for future use in the Town's GIS system to prioritize and track drainage system maintenance.	Continue inspection program of all Town owned/operated BMPs and update database to prioritize areas of concern. Evaluate maintenance needs and access for BMPs on privately owned land without easements.
Revised					
5-3	Update Zoning Regulations	Planning Board, Conservation Commission, Zoning Board of Appeals, Board of Public Works	Update zoning bylaws, track effectiveness of changes, # of new stormwater treatment areas expected under new codes, projected # of upgrades of existing stormwater facilities.	Updates to the zoning regulations were not pursued since the proposed stormwater bylaw and regulations have not undergone final review.	The need for updates to the zoning regulations will be discussed at future scheduled meetings and in advance of the Fall 2007 Town Meeting.
Revised					

5a. No additions at this time.

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4	Planned Activities – Permit Year 5
6-1	Predictive catch basin program	Board of Public Works	Develop program, collect data & refine program.	85% of catch basins were cleaned based on sediment accumulation rates from previous years. Sediment volumes were tracked by catch basin cleaning routes and the Town began to evaluate accumulation areas based on quantity versus location. The GIS database and Predictive Catch Basin Program developed by the Town's consultant was updated with new data from Spring 2006. The Town began pursuing funding for a truck to clean catch basins.	Continue inspection and cleaning program and update database. Continue to evaluate cleaning locations and schedules to prioritize accumulation areas based on quantity versus location.
Revised		Consultant			
6-2	Street cleaning	Board of Public Works	Sweep all roads once-years 1 & 2, twice-years 3-5, all parking lots-years 4-5, # lbs. debris collected.	All roads were swept at least once and sediment volumes were tracked by street to evaluate quantities generated per location. The GIS database developed by the Town's consultant was updated with new data from 2006. The Town began to evaluate accumulation areas based on quantity versus location. The Town purchased a new replacement street sweeper for a total of 2 sweepers.	Continue entering sweeping data into the GIS database and evaluate priority sweeping needs based on quantity versus location. Continue road sweeping program and increase sweeping frequencies as appropriate and as budget and staff time allows.
Revised					
6-3	Investigate Town owned BMPs for retrofit opportunities	Board of Public Works	Inspect 3 structural BMPs per year.	All outfalls/culverts in Town were inspected for maintenance issues. No BMPs were inspected for retrofit opportunities since inspection efforts focused on existing maintenance requirements.	Once existing maintenance needs are evaluated, inspect BMPs for retrofit/improvement opportunities and incorporate information from BMP 5-2. Evaluate potential BMP retrofits with existing maintenance needs and prioritize the most cost-effective activities for maintaining or enhancing water quality.
Revised					

6a. Additions

6-4	DPW stormwater training for illicit discharges, pollution prevention and good housekeeping	Board of Public Works	Attendance sheet and copy of program.	A stormwater pollution prevention and good housekeeping training program was presented to the Town and considered for use.	GPS equipment and outfall inspections training for Public Works employees is scheduled for May 2007. Conduct a training session for pollution prevention and good housekeeping as funding is available.
Revised					
6-5	Develop an Inspection and Maintenance Plan for the Drainage System	Board of Public Works	Database Program, Records of inspections and maintenance.	The town inspected all outfalls/culverts using the standard inspection forms previously developed. The GIS database developed by the Town's consultant was updated with recent inspection data related to drainage system structures and catch basin and street sweeping data. The Town began to evaluate drainage system maintenance data based on quantity of materials (i.e., catch basin cleanings and street sweepings) versus location.	Evaluate and prioritize maintenance needs with emphasis on water quality benefits. Incorporate procedures for addressing water quality improvements for flood control projects.
Revised					
6-6	Evaluate Town-wide Municipal Operations for Pollution Prevention Options	Board of Public Works	Evaluation completed in year 4 and recommendations implemented in year 5.	The Town obtained a checklist to evaluate Town-wide municipal operations.	Conduct self-evaluation and develop BMPs, as appropriate, to address potential stormwater impacts.
Revised					

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA)

No TMDLs have been established so far for North Attleborough 303(d) waters.

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 4 (Reliance on non-municipal partners indicated, if any)	Planned Activities – Permit Year 5
Revised					

7a. Additions

7-1	Develop a Water Quality Strategy for 303(d) Waters.	Board of Public Works	Summary of pollution prevention efforts, future needs, and responsible parties. Copy of surface water quality strategic plan.	No significant progress has occurred on this task during this permit year. This task has been delayed due to Town Staff turnover.	Once the Stormwater Committee is better staffed, identify a task manager to begin evaluating the status of BMPs and pollution prevention efforts with respect to 303d waters.
7-2	Implement water quality strategy for discharges to 303(d) waters.	Board of Public Works	Photographs, logs, and BMP descriptions for completed efforts and water quality improvements.	N/A	To be determined.

7b. WLA Assessment

Currently, there are no Waste Load Allocations (WLAs) for receiving waters in North Attleborough. As required by the general permit, N. Attleborough will give priority to impaired waters for BMP implementation. Years 1-4 served as a building period to implement basic BMPs, generate data and establish a solid stormwater management program. The Town did not begin evaluating the effectiveness of BMPs and stormwater discharges into 303(d) waters due to significant staff turnover that occurred during Permit Year 4. As staff positions are filled and the Stormwater Committee is reformed/ finalized, a staff member will be appointed to begin evaluating data related to existing impaired waters. This task relies on the progress of other SWMP tasks such as outfall screening and septic system data related to illicit discharges.

Part IV. Summary of Information Collected and Analyzed

All outfalls and culverts have been field verified and inventoried for maintenance needs. Three years worth of street sweeping and catch basin cleaning data has been compiled and the Town began evaluating maintenance priorities based on quantity versus location.

Part V. Program Outputs & Accomplishments (OPTIONAL)

Programmatic

Stormwater management position created/staffed	(y/n)	
Annual program budget/expenditures	(\$)	

Education, Involvement, and Training

Estimated number of residents reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned	(y/n or mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored	(#)	
▪ community participation	(%)	
▪ material collected	(tons or gal)	
School curricula implemented	(y/n)	

Legal/Regulatory

	In Place Prior to Phase II	Under Review	Drafted	Adopted
Regulatory Mechanism Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				
Accompanying Regulation Status (indicate with "X")				
▪ Illicit Discharge Detection & Elimination				
▪ Erosion & Sediment Control				
▪ Post-Development Stormwater Management				

Mapping and Illicit Discharges

Outfall mapping complete	(%)	
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened	(# or %)	
Illicit discharges identified	(#)	
Illicit connections removed	(#) (est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

Construction

Number of construction starts (>1-acre)	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control	(%)	
Site inspections completed	(# or %)	
Tickets/Stop work orders issued	(# or %)	
Fines collected	(# and \$)	
Complaints/concerns received from public	(#)	

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections completed	(# or %)	
Estimated volume of stormwater recharged	(gpy)	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets)	(times/yr)	
Total number of structures cleaned	(#)	
Storm drain cleaned	(LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure	(lbs. or tons)	
Disposal or use of sweepings (landfill, POTW, compost, recycle for sand, beneficial use, etc.)		
Cost of screenings disposal	(\$)	

Average frequency of street sweeping (non-commercial/non-arterial streets)	(times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets)	(times/yr)	
Qty. of sand/debris collected by sweeping	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.)	(location)	
Cost of sweepings disposal	(\$)	
Vacuum street sweepers purchased/leased	(#)	
Vacuum street sweepers specified in contracts	(y/n)	

Reduction in application on public land of: (“N/A” = never used; “100%” = elimination)		
▪ Fertilizers	(lbs. or %)	
▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	

Anti-/De-Icing products and ratios	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized	(y/n)	
Manual control spreaders used	(y/n)	
Automatic or Zero-velocity spreaders used	(y/n)	
Estimated net reduction in typical year salt application	(lbs. or %)	
Salt pile(s) covered in storage shed(s)	(y/n)	
Storage shed(s) in design or under construction	(y/n)	